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14 January 1955


MEMORANDUM FOR: Chairman, Incentive Awards Committee

SUBJECT: Minutes of Sixth CIA Incentive Awards Committee Meeting

1. The Agency Incentive Awards Committee met on Monday, 10 January at 2 P.M. in Room 223, Curie Hall with the Chairman presiding and the following members present:

25X1A



DD/A  
DD/P  
Communications  
Management Staff, alternate for  
  
Training  
DD/I

25X1A

2. The Committee approved the adoption of the suggestions listed below and recommended awards in the amounts shown.

<u>Suggestion Number</u>	<u>Amount of Award</u>
315	\$ 60.00
334	25.00
690 No cash. Commendatory letter.	
703	35.00
838	15.00
839	20.00
858 No cash. Commendatory letter.	
962, (Joint Suggestion)	250.00 to each of 2 suggesters
987	20.00
1019	20.00
1050	35.00
1077	10.00
1130	20.00
1154	10.00
1233	15.00
1265	20.00
1286	10.00
1296	15.00
1324	15.00
TOTAL	\$845.00

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3. The Committee considered the following suggestions and advised the Executive Secretary to take action as indicated below.

- 301 Defer action pending revision of Personnel Qualification Questionnaire and Personal History Statement by OP.
- 788 Defer action pending determination of dollar savings involved. Refer back to LO for cost analysis.
- 1047 Withdrawn at request of DD/I representative. Action deferred to permit check on whether planned adoption took place as reported by evaluating office.
- 1259 Defer until Credit Union's proposed change of name is finalized.

4. The Committee approved the recommendation of evaluating offices for non-adoption of the following suggestions:

✓ 11-W	812
✓ 21-W	821
✓ 91-A	835
284	889
438	✓ 1012
✓ 669	✓ 1013
671	✓ 1015
794	✓ 1042
805	✓ 1093

5. The Executive Secretary was requested to determine the problems involved in making the monetary awards net of income taxes so that the employee's net amount received would be equal for equal awards regardless of his tax bracket or number of dependents. In order to permit use of a single scale of taxes and payments in computing such awards, the assumption would be made uniformly that all award recipients were single. After checking with the Comptroller and the General Counsel, the findings are to be reported to the Committee.

6. The Committee agreed to invite a representative of the Office of Security to attend one of the future meetings in order to clarify that Office's understanding of the Incentive Awards Program and the evaluation of suggestions concerning security matters.

7. The meeting was adjourned at 3:30 P. M.

25X1A

Executive Secretary

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